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TO : Director of Training

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activity Report #41

DATE: 12 October 1956

I. SIGNIFICANT ITEMS

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1. Foreign Language Development Program

# On 10 October 1956, DD/TR and G/PPS met with Mr. Karamessines and [ ] to discuss the DD/P position paper on the Foreign Language Development Program. It was agreed that:

a. The regulations [ ] were the action instruments required to put the decision of the Career Council into effect. 25

b. The DD/P position paper was not useful to OTR as a basis for revision of these regulations.

c. DD/P will provide OTR with a paper which will indicate specific changes in each regulation which DD/P regards as essential to DD/P concurrences.

d. If DD/P changes in the regulation cannot be accepted in the light of policy decisions already reached by the Career Council, those changes will be referred to the Council for resolution.

II. NEW PROJECTS1. DD/S Training Program

Received descriptions of thirty-four training courses conducted by components of the DD/S other than OTR for review as creditable in computing training under the 5% policy. Additionally, a request for approval of an "on-the-job" training course from A&E Staff was returned to Chief, A&E for development in detail as a model description of a job-training course. 25

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2. Plan for Recruitment and Training of Professional Personnel

The Director of Personnel has proposed a plan for assisting the career development of a limited number of dependents of Agency personnel (10 per year) by affording them summer employment, financial assistance for college tuition, etc. OTR requested and obtained permission to review the proposal to see if it could be used in whole or in part in support of the JOT Program.

III. PROJECTS IN PROCESS

1. Review and Analysis of DD/I Instruction

The DD/I member of this staff has completed an analysis of Intelligence Orientation #1 in two parts, covering the intelligence and communism phases of this course. C/PPS will set up meetings with C/IS, C/SIC and chief instructors concerned to firm up final recommendations to the Director of Training.

2. The following projects are in varying stages of development:

a. The development of a Training Annex to the CIA Global War Plan.

b. The development of a Training Annex to the KUBARK/Middle East War Plan.

c. Re-submittal of the Action Cadre proposal.

d. Review and analysis of PP instruction within OTR.



f. Analysis of training requirements for the Clandestine Services for FY 1957-58.

g. Development of alternate means of meeting OTR requirements for space in the new building.

h. Studies in Intelligence.

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IV. PROJECTS COMPLETED

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1. [ ] subject, "Transmission and Control of Classified Material" was completed and forwarded to Administration Branch Support Staff.

2. OO-Training Courses - Three training course proposals from OO were reviewed and approved for the purpose of [ ]

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3. Fixed Quota Schools - An article explaining the revised procedures for the selection of Agency candidates to the senior defense schools will appear in the November issue of the OTR Bulletin. Inasmuch as the procedures described differ from those in [ ] the Regulation Control Staff has been requested to rescind that notice.

4. Foreign Language Development Program - Monthly Status Report #7 was completed and forwarded to A/DD(S) on 9 October.

5. Glossary of Intelligence Terminology - Review and revision of the definitions of all terms to be included in the Glossary is completed in the form of a "printer's copy".

V. MEETINGS ATTENDED

1. DD/S Staff Meetings

a. As a result of a general meeting on the new CIA building, the architects have been asked to make extensive revisions of the preliminary sketches. These are scheduled for completion by 17 October. In the previous sketches OTR headquarters space was located in the northeast corner of the ground (first) floor.

b. A/DD(S) has agreed, for the time being, to review all JOT recruitment actions, which appear to be potential waiver cases, prior to processing. He may decide that this action is unnecessary after he has gained some experience with the various cases presented, particularly those in which the Director of Personnel, Director of Security and Deputy Director of Intelligence have concurred in for security clearance action. He has approved the two cases referred to him on 11 October.

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Approved For Release 2003/08/27 : CIA-RDP60-00594A000200100017-6

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[redacted] was told that if her views were shared by CSTC, we could include discussion of this subject at the DD/P TLO meeting on 25 October but that most of her "objections" had to do with management policies of DD/P or the dissemination policy of the Bulletin which has been established by the CSTC. She has agreed to inform me of the CSTC positions on these questions.

VI. PUBLICATIONS

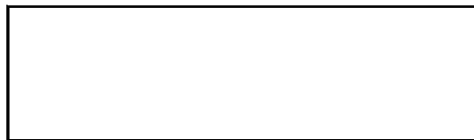
1. OTR Catalog

All materials for the headquarters' edition of the OTR Catalog of Courses is in the hands of the printer. The material for the field version is still in preparation. The anticipated publication for the catalog is early November.

2. OTR Bulletin

a. 15 October is the due date which OTR contributors are requested to observe in submitting news, announcements, articles, etc., for the 1 November issue of the Bulletin.

b. In accordance with the memorandum from the DTR to the Chiefs of Schools and Chief Instructors, subject: Distribution of OTR Bulletin to Graduation Students, dated 9 October 1956, the Administrative Branch/SS/TR is inaugurating a more efficient and secure system of distributing the Bulletin to students who complete OTR courses of instruction. In addition, the suggestion of the DTR, these copies will be personalized by the enclosure of a small printed card: "Presented with the compliments of Matthew Baird (signature) Director of Training." These procedures have had OTR security approval.



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